

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
WORKING SESSION
OCTOBER 11, 2016
TOWN HALL
3:00 PM**

Board Members Present: Nadine A. Hawver, Chairman
David A. Smith, Jr., Clerk
Andrew G. Petersen

Others Present: Rhonda LaBombard, Town Administrator
Alicia Dulin, Assistant to Town Administrator
Jennifer Goewey, Executive Director to the COA
Brent Getchell, Fire Chief

Chairman Hawver called the meeting to order at 3:00 PM.

AGE FRIENDLY RESOLUTION:

Jennifer Goewey was present to update the Board on the change made to the draft Age Friendly Resolution. Discussion ensued. Selectman Smith moved to accept the Age Friendly Resolution as presented, seconded by Selectman Petersen. The motion carried unanimously.

LETTER TO SCHOOL COMMITTEE REGARDING ASSESSMENT ISSUE:

Discussion ensued regarding a letter to the School Committee regarding the new assessment issue. Selectman Smith moved to have Administrator LaBombard draft a letter to the School Committee regarding the assessment issue, seconded by Selectman Petersen. The motion carried unanimously.

APPOINTMENT - TEMPORARY ASSISTANT TO THE TREASURER/COLLECTOR

Administrator LaBombard explained that the Assistant to the Treasurer/Collector went out on medical leave unexpectedly and she authorized Kathy MacDowell to fill in for the Assistant Treasurer/Collector until she could be appointed. Selectman Smith moved to appoint Kathy MacDowell as the Temporary Assistant to the Treasurer/Collector, seconded by Selectman Petersen. The motion carried unanimously.

DISCUSSION ON DOG OFFICER:

Administrator LaBombard explained that the Dog Officer is sometimes having a problem going to calls in the middle of the night due to medication restrictions. She recommended hiring a part-time Dog Officer to assist with night calls. Discussion ensued. It was the consensus of the Board to advertise for a part-time Dog Officer.

Administrator LaBombard stated the Dog Officer is concerned about rabid skunks interacting with dogs that have not had their rabies vaccination. Discussion ensued. It was the consensus of the Board to have Administrator LaBombard send an e-mail blast regarding the issue.

Selectman Smith move to enter Executive Session for the purpose of Collective Bargaining strategy with the Sheffield Patrolman's Association and return to Open Session, seconded by Selectmen

Petersen. The roll call vote was as follows:

Chairman Hawver – aye

Selectman Smith – aye

Selectman Petersen – aye

Open Session resumed at 3:33 PM. *Selectman Smith moved to recess the meeting until the Fire Chief arrives, seconded by Selectman Petersen. The motion carried unanimously.*

Fire Chief Brent Getchell entered the meeting at 3:45 PM.

Selectman Smith moved to resume the meeting at 3:45 PM, seconded by Selectman Petersen. The motion carried unanimously.

Discussion ensued regarding complaints of lack of response from the Fire Chief regarding smoke and carbon monoxide inspections. Chief Getchell stated that he is working to get more Fire Department members trained to do inspections in order to remedy the situation.

Discussion ensued regarding insurance on Fire Department equipment, Fire Department members training approval and an update the progress from the fire truck consultant. It was the consensus of the Board to have Administrator LaBombard talk with the consultant to find out where the phase I report is and also to find out when phase II will begin. The Board requested that Chief Getchell submit a list of Fire Department member who have resigned, a complete list of Fire Department equipment and the registration for the ATV and trailer.

Chief Getchell left the meeting at 4:15 PM.

Selectman Smith move to enter Executive Session to discuss possible disciplinary action resulting from Town Counsel's investigation report- regarding a traffic stop on August 20, 2016 and not return to Open Session, seconded by Selectmen Petersen. The roll call vote was as follows:

Chairman Hawver – aye
Selectman Smith – aye
Selectman Petersen – aye

Selectman Smith moved to adjourn the meeting, seconded by Selectman Petersen. The motion carried unanimously.

Chairman Hawver adjourned the meeting at 5:50 PM

Respectfully submitted:

Alicia Dulin
Assistant to the Town Administrator

Documents reviewed at this meeting:
Draft Age Friendly Resolution
E-mails to and from Chief Getchell Regarding Equipment Insurance
List of Fire Department Equipment